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Commonwealth of Massachusetts
Division of Professional Licensure
BOARD OF REGISTRATION OF SANITARIANS
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JOHN C. CHAPMAN
UNDERSECRETARY OF OFFICE
OF CONSUMER AFFAIRS AND
BUSINESS REGULATION

CHARLES BORSTEL
DIRECTOR, DIVISION OF
PROFESSIONAL LICENSURE

Approved Meeting Minutes

June 22, 2016

1000 Washington – Room 1C

Boston, MA 02118

Members Present:

Kathleen MacVarish, Chair
Thomas Goodfellow, Secretary
Rosemarie Decie
Jennifer Sullivan

Members Absent:

Paul Seigny, Vice Chair

Others Present at Various Times during the Meeting:

Peter Kelly, Executive Director

1. **Call to Order:** The Board Meeting was called to order at 10:25 am by Chairperson Kathleen MacVarish.

2. **Building Emergency Exit Procedure Announcement:** The emergency evacuation procedures were reviewed.

3. **Board Review and Acceptance of the Open Public Session Minutes:**

Discussion: Minutes of the March 23, 2016 Public Meeting Minutes were reviewed.

Motion to approve by: J. Sullivan, Seconded by: T. Goodfellow - Unanimously Approved

4. **Board communication and outreach:**

The Board reviewed the current Board informational handout and determined that additional information should be added. Board members will work on developing some FAQ's regarding various job opportunities and submit new pictures that can be included on the updated handout.

5. CEU Audit Review:

The Board discussed the status of those licensees that did not complete CEU's for 2015. Licensees that have proof of extenuating circumstances will request an extension. Any licensees that have failed to respond will be referred to the DPL Office of Prosecutions.

The following licensees CEU's were approved:

Carmen Shay # 1181
Sean O'Brien # 1015
Ronald Herzberg # 999
Philip Leger # 1310

Stephen Erickson # 728
Lesley Spokas # 1341
Tanya Daigneault # 1095
Kara Risk # 1308

6. Acceptable CEU Review:

The Board reviewed a Wilderness First Aid class submitted by a licensee to determine if it qualified for CEU's. Board staff will notify the licensee that the class is acceptable for 6-CEU's and is eligible for credit for 1-time only.

7. Application Review:

The Board reviewed Mallory Langler's military service performing food service inspections and water quality inspections as a Hospital Corpsman in the Navy to determine her eligibility for examination. The Board determined that Ms. Langler's military experience meets the 1-year of experience requirement.

8. Investigative Conference:

At 10:45 am the Chair announced that the Board would enter into Investigative Conference per M.G.L. c. 112, §65C. The purpose of the Investigative Conference was to review the status of SA-16-001. The Chair announced that the Investigative Conference would last approximately thirty minutes.

Motion to enter Investigative Conference by: J. Sullivan, Seconded by: T. Goodfellow

Unanimously Approved

8. At 11:05 am the public meeting resumed to report on actions taken during Investigative Conference.

SA-16-001 – Pending Further Board Review

9. **Adjournment:** Chairperson MacVarish noted that all the items on the meeting agenda had been addressed and suggested that the meeting be adjourned. Hearing no objections, the members voted unanimously to adjourn the meeting, and there being no further business, the meeting was adjourned at 11:07 a.m.

Respectfully Submitted,

Peter B. Kelly
Executive Director

Documents used at the Meeting:

Meeting Agenda (6/22/16)
Draft Meeting Minutes (3/23/15)
Sanitarian Board Informational Handout
Wilderness First Aid Course Outline
Summary of Military Experience (M.L.)